

Bmk. No. A-01
Master, Hopper Dredge, WJ-5782-16

MAJOR DUTIES

Serves as Master of a self-propelled, seagoing, automated hopper dredge. Directs and is responsible for the proper maintenance, operation, administration, navigation and safety of the vessel. When the vessel is moving at sea from one dredging location to another, is responsible for proper navigation and piloting of the vessel. Plans, supervises, and directs all operations, maintenance, navigation and safety of the vessel and crew in all departments. Issues instructions to subordinate deck officers as to the areas to be dredged, economic loading cycle to be maintained, and other such pertinent information regarding the dredging operations. Insures that work is performed and reported in accordance with the Manual of Instructions. Trains subordinate deck officers in current and potential aspects of their positions. Maintains proper morale and discipline of the entire crew.

1. Working from plans, specifications, and charts, incumbent plans, lays out and directs daily operation of the dredge. Directs dredging in areas as called for in plans and specifications, to required depth and width and directs disposal of soil in the dump areas. Upon the determination of economic dredging time, depending on type of material and other considerations, informs mates of approximate dredging time. Coordinates with operating district to insure proper marking and lighting of channels and dump areas as laid out by the survey parties.

2. Supervises the Chief Engineer responsible for the maintenance, repairs, and proper functioning of all dredge equipment. Reviews reports submitted by Chief Engineer, and consults relative to recommendations for major repairs.

3. Supervises the Cook-Steward in the operation of the galley. Reviews requisitions for subsistence; insures that the crew is adequately subsisted within the meal allowance authorized, and that the monthly inventory of food is performed.

4. Supervises, through the Assistant Master, the navigation and operations of the dredge, including the operation and maintenance of navigation equipment and deck machinery.

5. Directs repairs to dredge made by dredge crew; makes estimate of cost and requisitions necessary supplies and parts in connection therewith. Recommends major repairs necessary and compiles list of requirements for periodic shipyard repairs

6. Performs a variety of administrative duties, and establishes practices to be observed by crew while aboard vessel. Makes periodic safety inspections throughout the dredge and maintains safety violation log and supervises corrective action or recommends such action when beyond the dredge's resources. Sees that quarters are clean and maintained in an orderly manner and that leave is properly scheduled. Supervises the dredge clerk and directs functions such as submission of progress reports, timekeeping, and the maintenance of personnel and property records.

7. Conducts personnel administration by assigning work to subordinates. Plans regular and emergency work requirements. Initiates or participates in review and improvement of work methods and structuring positions. Evaluates results of

work in terms of economy, simplicity, and accuracy. Establishes performance requirements and prepares regular performance appraisals. Periodically reviews job descriptions of subordinates for currency and accuracy. Counsels employees regarding conduct, leave benefits, non-performance and initiates necessary disciplinary action. Promotes participation of subordinates in programs such as safety, cost reduction, incentive awards, suggestions, and EEO. Approves leave of subordinates.

Performs other duties as assigned.

SKILLS AND KNOWLEDGES

Must possess U.S. Coast Guard license for the specific vessel, as Master of seagoing vessels. In addition to the appropriate nautical rules of the road, the most fully utilized license functional areas are piloting, seamanship including shiphandling, and tides and currents. There is a requirement for knowledge of dredging operations. Must possess the ability to understand the principles of operation of automated dredging and related mechanical systems. Must be capable of being trained in the operation, troubleshooting, and repairs of electronic-mechanical systems. Must be able to operate the maintenance management system and to develop a knowledge of regulations required for proper administration and procurement of supplies.

RESPONSIBILITY

Works under general administrative supervision. The majority of assignments are carried out at locations remote from the operating District. The dredge is assigned to a specific project to the dredged and incumbent is furnished charts and other data specifying the amount and limits of dredging.

Regulatory controls or guides include Navigation Rules and Regulations prescribed by the U.S. Coast Guard, District policies published in Circulars, Memoranda, Special Orders, letter directives, dredging charts, and established ranges and years of experience with dredging operations. The work is checked by review of the daily dredging reports and occasional inspections of the physical appraisal standards established by the supervisor.

WORKING CONDITIONS

Spends most of the time on bridge or in office. Occasionally exposed to weather conditions, heat, and noise when making inspection tours. Danger of drowning is limited to accidents. There is danger from traffic hazards, particularly in foggy weather and at night. There is danger of slippery decks and drowning.

PHYSICAL EFFORT

Light to moderate physical effort is required for continuous standing and operation of various controls while on watch. Incumbent must have color and depth perception and be able to see in low visibility conditions in order to navigate a dredge.